

Corporate Services

5.4

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Corporate Services Management



Els, Johannes Theodorus
Director
Corporate Services



Lessing, Adam Anthony
Deputy Director
Corporate Services



Ncongwane, Thomas Mbhuti
Assistant Director
HR



Khumalo, Jabulisile Elsie
Assistant Director
Administration & Auxiliary



Zwane, Bongani Pius
Assistant Director
LED & Tourism



IT Manager











































Zwane, Themba Johannes
Assistant Director OHS


















5.4.1 - Summary Information

Function: Msukaligwa Municipality

Sub: Corporate Services

























Reporting Level	Detail	Total
Overview	Corporate Services is the support directorate to all directorates and council to ensure the provision of professional services with integrity, honesty and diligence, with the aim to, facilitate the improvement of services and corporate governance within the municipality.	
	<p style="text-align: center;">Mr. Els, Johannes Theodorus Director Corporate Services</p>	
Description of the Activity:	<p>Administrative Functions The following management team is responsible for several functions as indicated, and accordingly forming part of the Corporate Services Department.</p>	
1.	<p style="text-align: center;">Mr. Lessing, Adam Anthony Deputy Director Corporate Services</p> <p>Directs and controls the provision of a Human Resources service through the design, development and alignment of policies, procedures, systems and controls guiding critical human resources interventions, applications and outcomes; providing strategic advice on the mission critical initiatives with respect to Human Resources Management and Development, implementing programmes and interventions to support productivity, performance and discipline and monitoring the adequacy of administrative systems in respect of information access and availability in order to ensure the functionality contributes positively towards creating a motivating and enriching climate that supports job satisfaction, employee well-being and conformity with legislative requirements and terms and conditions encapsulated in agreements regulating the sector</p> <p>The strategic objectives of this function are to:</p> <p>To ensure the proper management of the following functions: recruitment and selection processes, personnel administration, labor/human relations management, training and development management, occupational health and safety management.</p> <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  HR Provisioning  Training and Development  Personnel Administration  Labour/Human Relations Management  Occupational Health and Safety  Job Design and Evaluation  Performance Management 	
2.	<p>Human Resources:</p> <p style="text-align: center;">Vacant Assistant Director: HRM</p> <ul style="list-style-type: none">  Appointments  HR administration  Salary administration  Training and Development  Labor/ Human Relations Management <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none">  To ensure that Personnel are employed, capacitated and remunerated accordingly <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  HR provisioning, Development and administration of salaries 	
3.	<p>Job Evaluation And PMS:</p> <p style="text-align: center;">Mr. Ncongwane, Thomas Mbhuti Assistant Director: Job Evaluation and PMS</p>	



















	 Job Design and Evaluation Administration  Performance Management The strategic objectives of this function are to:  To ensure that the organisational structure provides for the objectives of the IDP and to ensure that all employees know the deliverables of their jobs. To also ensure that the performances of the employees are measured using the PMS system. The key issues for 2007/08 are:  Design the organisational structure to meet the objectives of the IDP and to draft the PMS policy.
4.	Occupational Health and Safety [OHS]: <p style="text-align: center;">Mr. Zwane, Themba Johannes Assistant Director: OHS</p> <p>Occupational health and safety unit provide for the identification, evaluation, and controlling health and safety hazards in the workplace, thus complying with occupational health and safety act 85 of 1993 and other relevant legislations.</p> <p>The strategic objectives of this function are to:  To create, ensure and sustain a safe and healthy work environment.</p> <p>The key issues for 2007/08 are:  Conduct routine safety audits  Conduct health and safety risk assessment  Conduct training in relation to hazards in the workplace.  Promote health and safety in the workplace  Develop health and safety policies.  Provide for emergency care for the workplace: fire preparedness and first aid treatment.  Ensuring that accidents/ incidents are reported and investigated.  Establishment of health and safety committees.</p>
5.	Information Technology: <p style="text-align: center;">Mr. Laubscher, Cornelius Coenraad Outsource Contract Manager</p> <p>During this period Business Connexion in conjunction with the Msukaligwa Municipality ensured sustainable enhancements on systems already implemented. Various projects were also initiated during this period which included technical as well as development and administrative solutions</p> <p>The strategic objectives of this function are to:  Msukaligwa Customer Care Centre ➤ To create a central point of contact and/or entrance for the public ➤ Improve and ensure communications and contractibility on service delivery aspects  Consolidate/upgrade and integrate Msukaligwa Municipality telephone systems throughout the whole region  To enhance mission critical service delivery aspects of the emergency services sections  Msukaligwa Corporate Identity ➤ To re-establish, re-create the image of the Msukaligwa Municipality  Msukaligwa Incident Management Solution ➤ To enhance the Municipalities capabilities to record, track and act pro-actively on requests from the public sector  To develop and implement an effective delegation register which can be maintained and utilised online  To develop a database for the management of suppliers to the Msukaligwa Municipality  To compare, capture and rectify current Municipal debtor and property information with the active status of residents in the Msukaligwa Municipality  To ensure an online sustainable electronic communications infrastructure that will allow the employees of the Municipality to perform their duties 24 hours each and every day on the Msukaligwa Wireless Backbone  Msukaligwa wireless office extension connectivity to mission critical staff members residences  To ensure an effective Pre-Paid system which will allow the Municipality to sell electricity to the public at all times  Electronic security and program/system protection upgrades to ensure an isolated secure and automated electronic environment to protect against the criminal activities in the electronic technology field. This will enhance protection of Msukaligwa data and information  Msukaligwa Electronic document and anti-Virus solution upgrades to enhance the anti-virus capabilities of the Msukaligwa Municipality to further protect the data and information of the Municipality</p>

	<p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  Msukaligwa Municipal Resource availability  Available Budget  Msukaligwa Electrical Infrastructure
6.	<p>Administration and Auxiliary</p> <p style="text-align: center;">Ms Jabulisile E Khumalo Assistant Director Corp.(Administration & Auxiliary)</p> <ul style="list-style-type: none">  To ensure implementation and adherence to the National archiving legislation  To administer and execute electronic document management functions within the Municipal arena  To manage the Msukaligwa Municipal telephone billing functions  Coordination and Preparation of Council and Committees agendas in accordance to set quality standards  Provision of efficient logistics and support services to departments and Committees  Development and adherence to set quality assurance standards and operational procedure  Ensure the compliance to National Archives Legislations <p>The strategic objectives of this section are to:</p> <ul style="list-style-type: none">  Ensure that all official incoming and outgoing correspondence i.e. In the form of fax, letters and/or electronically, are indexed and recorded into the Electronic document management system  To implement the new telephone billing solution integrated with the “online” telephone and cellular systems <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  Personnel shortages
7.	<p>Local Economic Development [LED]:</p> <p style="text-align: center;">Mr. Zwane, Bongani Pius Assistant Director LED & Tourism</p> <p>The focus of this institution is still more on the resuscitations of the poverty alleviation projects such as Poultry & Gardening. The challenge faced by these projects would be the start-up capital, markets, and business management skills to mention a few.</p> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none">  the resuscitations of the poverty alleviation projects such as Poultry & Gardening  start-up capital, markets, and business management skills <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  the resuscitations of the poverty alleviation projects such as Poultry & Gardening  start-up capital, markets, and business management skills

5.4.2.1 - Detail Information





Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Human Resources

Reporting Level	Detail	Total	
Overview:	The appointment of Officials and the subsequent administration of relevant aspects related to Human Resource Development.		
Description of the Activity:	<p>The function of human resource management within the municipality is administered as follows and includes:</p> <div><div> Personnel Administration</div><div> Salary administration</div><div> Labor/Human Relations</div><div> Job Evaluation /PMS</div><div> Skills Development</div><div> OHS</div></div> <p>The strategic objectives of this function are to:</p> <div><div> To ensure that personnel are employed, capacitated and remunerated accordingly and all human relations matters are dealt with as promptly as possible.</div></div> <p>The key issues for 2007/08 are:</p> <div><div> HR provisioning, Development and administration of salaries</div></div>	<div><div>4</div><div>3</div><div>1</div><div>2</div><div>3</div><div>2</div></div>	<div><div>751 058.86</div><div>580 150.69</div><div>192 287.26</div><div>436 414.60</div><div>747 624.92</div><div>444 392.79</div></div>
Analysis of the Function:	<p>Number and cost to employer of all municipal staff employed:</p> <div><div> Legislators, Senior Officials & Managers</div><div> Professionals</div><div> Technicians & Associate Professionals</div><div> Clerks</div><div> Service & Sales workers</div><div> Skill agric & Fish</div><div> Craft & related traders</div><div> Plant & Machine Operators</div><div> Elementary occupations</div><div> Non permanent employees</div></div>	<div><div>63</div><div>12</div><div>17</div><div>134</div><div>28</div><div>0</div><div>17</div><div>116</div><div>272</div><div>0</div></div>	<div><div>16 216 381</div><div>2 051 457</div><div>2 931 638</div><div>13 064 956</div><div>2 773 419</div><div>0</div><div>2 407 668</div><div>9 136 835</div><div>13 104 079</div><div>0</div></div>
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	Current	Target
2007/07	<p>Appointments/Terminations/Retirements 2007/2008</p> <div><div> Appointments</div><div><div> Terminations</div><div><div>➤ Resignations</div><div>➤ Health</div><div>➤ Deceased</div><div>➤ Retirement</div></div></div></div>	<div><div>3</div><div>2</div></div>	
2007/08	<div><div> Appointments</div><div><div> Terminations</div><div><div>➤ Resignations</div><div>➤ Health</div><div>➤ Deceased</div><div>➤ Retirement</div></div></div></div>	<div><div>8</div><div>4</div></div>	
2007/09	<div><div> Appointments</div><div><div> Terminations</div><div><div>➤ Resignations</div><div>➤ Health</div><div>➤ Deceased</div></div></div></div>	<div><div>0</div></div>	

	➤ Retirement	1	
2007/10	 Appointments	11	
	 Terminations		
	➤ Resignations		
	➤ Health		
	➤ Deceased		
	➤ Retirement		
2007/11	 Appointments	3	
	 Terminations		
	➤ Resignations	3	
	➤ Health		
	➤ Deceased	1	
	➤ Retirement	2	
2007/12	 Appointments	1	
	 Terminations		
	➤ Resignations	3	
	➤ Health		
	➤ Deceased	1	
	➤ Retirement	2	
2008/01	 Appointments	11	
	 Terminations		
	➤ Resignations	3	
	➤ Health		
	➤ Deceased	3	
	➤ Retirement		
2008/02	 Appointments	10	
	 Terminations		
	➤ Resignations		
	➤ Health		
	➤ Deceased	2	
	➤ Retirement		
2008/03	 Appointments	2	
	 Terminations		
	➤ Resignations	3	
	➤ Health		
	➤ Deceased	1	
	➤ Retirement	2	
2008/04	 Appointments	13	
	 Terminations		
	➤ Resignations	3	
	➤ Health		
	➤ Deceased	1	
	➤ Retirement	2	
2008/05	 Appointments	11	
	 Terminations		
	➤ Resignations		
	➤ Health		
	➤ Deceased	1	
	➤ Retirement	2	
2008/06	 Appointments	1	
	 Terminations		
	➤ Resignations		
	➤ Health		
	➤ Deceased	1	
	➤ Retirement		

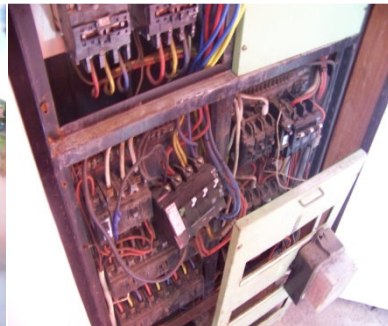



























5.4.2.2 - Detail Information




Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Job Evaluation and Performance Management

Reporting Level	Detail		Total	
Overview:	Manages the functional key performance areas, processes and procedures associated with the establishment and implementation of a PMS system to measure and report on the accomplishment of outcomes, enable the identification of skill gaps and/ or improvement to application and execution methodologies and recognition of outstanding achievements in order to ensure the organization is capable of aligning and achieving critical service delivery objectives and maintain acceptable levels of quality standards.			
Analysis of the Function:	<p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> General Management Functions<ul style="list-style-type: none">➤ Forward planning and functional co-ordination.➤ Supervision and control. Management Support<ul style="list-style-type: none">➤ Aligning requirements to support methodology.➤ Consulting/advisory service➤ Procedural applications General Functions<ul style="list-style-type: none">➤ Administration			
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance		Current	Target
Formulate and Implement a performance management policy	 A performance management policy was formulated and consultation took place with all the relevant stakeholders. Council approved the policy for implementation on the 01 st July 2008. There are plans to complete the balanced score cards which will be used hand in hand with the PMS system. Development of the PMS system is at an advanced stage		40%	100%

5.4.2.3 - Detail Information






























Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Occupational Health and Safety

Reporting Level	Detail	Total											
Overview:	<p>Occupational health and safety unit provide for the identification, evaluation, and controlling health and safety hazards in the workplace, thus complying with occupational health and safety act 85 of 1993 and other relevant legislations.</p> <div></div> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> To create, ensure and sustain a safe and healthy work environment Conduct routine safety audits Conduct health and safety risk assessment Conduct training in relation to hazards in the workplace. Promote health and safety in the workplace Develop health and safety policies. Provide for emergency care for the workplace: fire preparedness and first aid treatment. Ensuring that accidents/ incidents are reported and investigated. Establishment of health and safety committees												
Analysis of the Function:	<p>The function for the provision of the typing pool within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> The new section was established when the Assistant Director: OHS was appointed on the 1st July 2007. Walkthrough survey was conducted in all admin units. Management presentation on OHS act 85 of 1993 was done in August 2007 Nomination, appointment, training and designation of 27 safety reps was done in September 2007 and 5 departmental health and safety committees were established and 2 outside units safety committees were established. Nomination, training and appointment of fire marshals were done in January and February 2008. Health and safety awareness was done from January 2008 and is ongoing. Health and safety committee meetings were held since September 07 and it is ongoing. <table><tr><td>Number and cost to employer of all OHS personnel:</td><td></td><td></td></tr><tr><td> Assistant Director: OHS</td><td>1</td><td>309 493.12</td></tr><tr><td> Safety officer</td><td>1</td><td>134 899.67</td></tr><tr><td>Total Costs:</td><td></td><td>444 392.79</td></tr></table>	Number and cost to employer of all OHS personnel:			 Assistant Director: OHS	1	309 493.12	 Safety officer	1	134 899.67	Total Costs:		444 392.79
Number and cost to employer of all OHS personnel:													
 Assistant Director: OHS	1	309 493.12											
 Safety officer	1	134 899.67											
Total Costs:		444 392.79											
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	Current	Target										
Occupational hazards and risk profiling	 Conducting baseline, routine and periodic risk assessments of the workplace to determine the type and modes of action of different environmental agents on human health		Ongoing										
Education and awareness	 Conducting educational sessions to enhance the knowledge and understanding of personnel on the Occupational Health and Safety Audit program		Ongoing										
Continuous improvement	 Developing an understanding of the organization of work and identifying with occupational health and safety issues requiring consideration		Ongoing										
Developing and	 Scheduling and confirming the appointment of Health and Safety		Ongoing										

maintenance of an integrated Occupational Health and safety Management system	 representatives and defining their roles and responsibilities.  Develop, implement and review OHS related policies		
Supervision and control	 Co-ordinates and controls tasks/ activities associated with controlling personnel performance and discipline		Ongoing

5.4.2.4 - Detail Information

Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Information Technology

Reporting Level	Detail	Total
Overview:	<p>Includes all activities associated with Information Technology.</p> <p>During this period Business Connexion in conjunction with the Msukaligwa Municipality ensured sustainable enhancements on systems already implemented. Various projects were also initiated during this period which included technical as well as development and administrative solutions.</p>	
Description of the Activity:	<p>The function for the provision of Information Technology services within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none">  Enhance communications and service delivery between the Msukaligwa Municipality and the Public Sector  Promote Msukaligwa image and leadership  Ensure tracking of public requests for assistance  Improved management control  Reduced costs by implementing billing control measures  Enable electronic integrated communications to all areas of the Municipality through a single managed interface  Call Tracking integrated with process management and the practical implementation thereof decreased response times by 70%  A single corporate identity propagated and utilised in any and all communications i.e. In the form of administration adaptations and/or verbal communications  History tracking of requests and complaints  Transparent interface to any and all for a more accurate and effective management capability  Minimal to no downtime to all systems and/or programs  24 hour access and/or capability to perform any and all functions required to complete and/or attend to work related instances  Enhanced protection against hackers, malware and / or system related security breaches <p>These services extend to include Msukaligwa Municipal region, but do not take account of GSDM Municipal region which resides within the jurisdiction of Provincial government. The municipality has a mandate to:</p> <ul style="list-style-type: none">  Create and establish a cost effective Information Technology solution to all departments which will accommodate various systems and solutions for service delivery and document management <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none">  Msukaligwa Customer Care Centre <ul style="list-style-type: none"> ➤ To create a central point of contact and/or entrance for the public ➤ Improve and ensure communications and contractibility on service delivery aspects  Consolidate/upgrade and integrate Msukaligwa Municipality telephone systems throughout the whole region  To enhance mission critical service delivery aspects of the emergency services sections  Msukaligwa Corporate Identity <ul style="list-style-type: none"> ➤ To re-establish, re-create the image of the Msukaligwa Municipality  Msukaligwa Incident Management Solution <ul style="list-style-type: none"> ➤ To enhance the Municipalities capabilities to record, track and act pro-active on requests from the public sector  To develop and implement an effective delegation register which can be maintained and utilised online  To develop a database for the management of suppliers to the Msukaligwa Municipality  To compare, capture and rectify current Municipal debtor and property information with the active status of residents in the Msukaligwa Municipality  To ensure an online sustainable electronic communications infrastructure that will allow the employees of the Municipality to perform their duties 24 hours each and every day on the Msukaligwa Wireless Backbone  Msukaligwa wireless office extension connectivity to mission critical staff members residences  To ensure an effective Pre-Paid system which will allow the Municipality to sell electricity to the public at all times  Electronic security and program/system protection upgrades to ensure an isolated secure and automated electronic environment to protect against the criminal activities in the electronic technology field. This will enhance protection of Msukaligwa data and information  Msukaligwa Electronic document and anti-Virus solution upgrades to enhance the anti-virus capabilities of the Msukaligwa Municipality to further protect the data and information of the Municipality <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">  Msukaligwa Municipal Resource availability  Msukaligwa Electrical Infrastructure 	
Analysis of the	<Provide statistical information on (as a minimum):>	













Function:	Number and cost to employer of all Information Technology personnel:  Contract		2 140 166.04
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	Current	Target
Establish/reaffirm a clear mandate and planning process which involves all Stakeholders	 Establish a fully-functional Steering Committee with clear terms of reference.  Establish an Msukaligwa Information Technology Forum (MITF) where all procurement and project requests will be represented	70% 60%	100% 100%
Development Integration and coordination of Customer Care in Msukaligwa	 Draft a CRM policy  Draft and develop process and procedural work flow  Implement Communications 1 st Phase project	80% 95% 100%	100% 100% 100%
Facilitate consultancy through provisioning of appropriate guidance, support and opinion to customer-departments on matters relating to information technology, systems and management practices	 Provide Data Management Guidelines in terms of consultancy as and when required	100%	100%
Standardize platforms and operating systems/databases	 Implement standardization as per market trends and upgrades	100%	Ongoing
Provide internet VPN external connectivity to facilitate remote and mobile business systems access	 Identify Key applications to be published  Identify remote/mobile users [Employees]	85% 100%	100% 100%
Train users on new software upgrades/implementations to cater for look, feel and operational changes	 Identify Upgrade software and time frames  Facilitate training together with HR	90% 90%	Ongoing Ongoing

Figure 1 - Msukaligwa Service Centre with proposed interfacing to District Municipalities

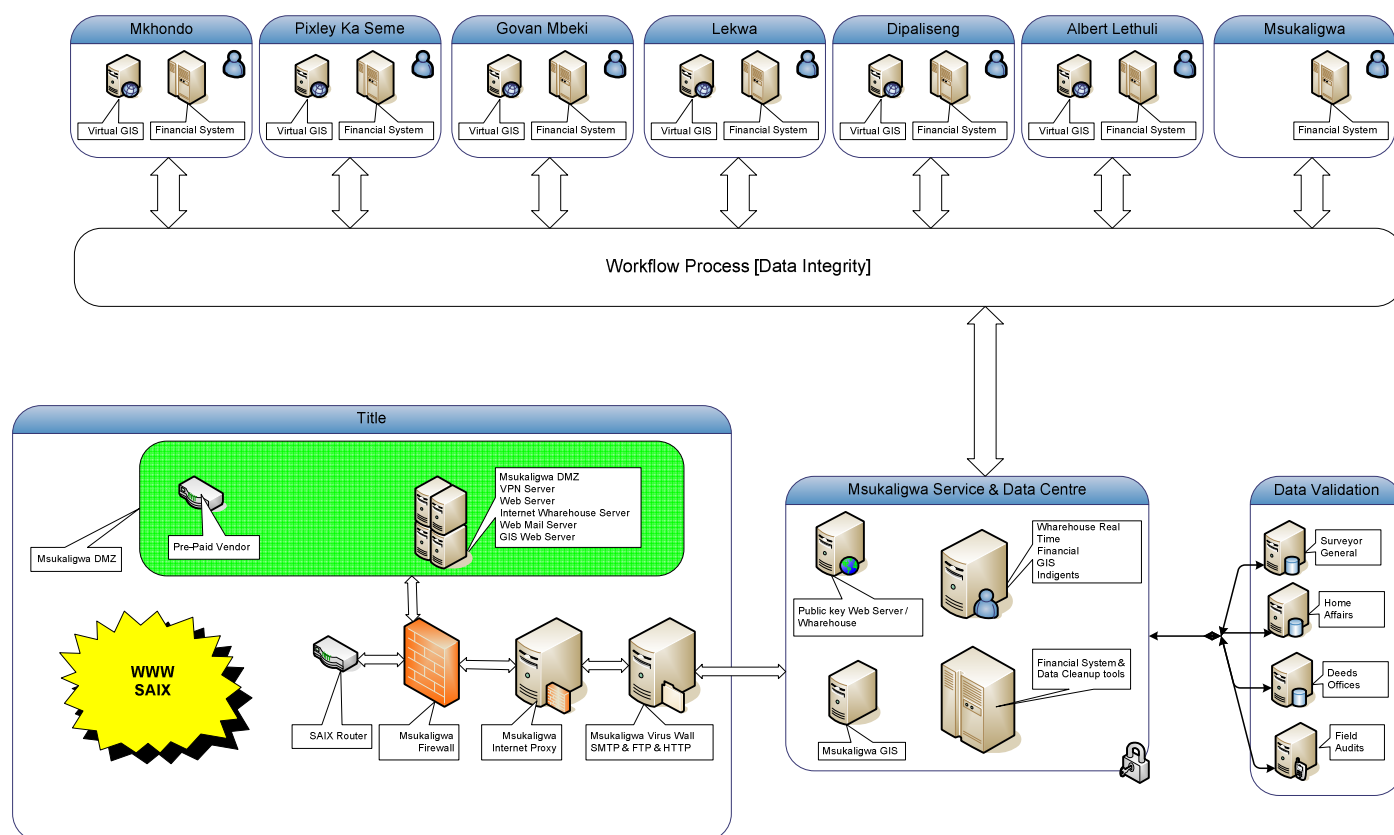
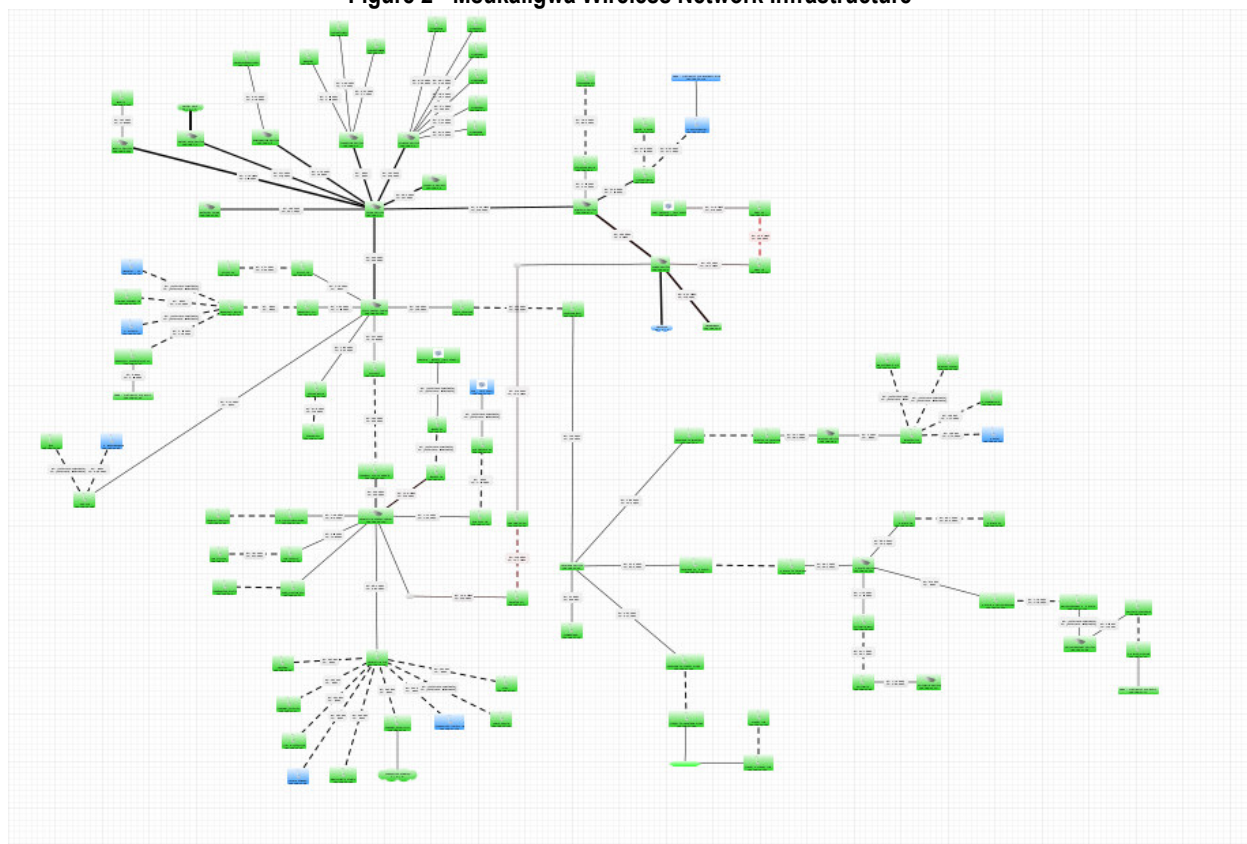


Figure 2 - Msukaligwa Wireless Network Infrastructure


















5.4.2.5 - Detail Information

Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Administration & Auxiliary

Reporting Level	Detail	Total																						
Overview:	The provision of an effective administrative service to core service delivery functions by amending, adjusting and reviewing policies and procedures against departmental, statutory guidelines; reviewing and participating in the implementation of information technology infrastructure and application platforms capable of satisfying business requirements and aligning document management systems to facilitate effective circulation, response, storage and retrieval																							
Description of the Activity:	<p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none">To ensure implementation and adherence to the National archiving legislationEnsure that all official incoming and outgoing correspondence i.e. In the form of fax, letters and/or electronically, are indexed and recorded into the Electronic document management systemTo implement the new telephone billing solution integrated with the “online” telephone and cellular systems To ensure effective and co-ordinate functions related to the recording, typing and distribution of municipal agendas and minutesTo ensure effective and co-ordinate functions related to the recording, typing and distribution of municipal agendas and minutesCo-ordinates specific logistical and procedural requirements associated with Committees functionalityApplies procedures, systems and standards associated with the Secretariat functionProvides secretarial support to the Management, Council and, various Committee and Sub Committee of CouncilPerforms administrative activities associated with preparation of documents and correspondence for circulation <p>The function for the provision of the Administration & Auxiliary within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none">To ensure effective and co-ordinate functions related to the recording, typing and distribution of municipal agendas and minutes <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none">Personnel shortages (Registry and halls)																							
Analysis of the Function:	<p>Support function was rendered to the following committees:</p> <ul style="list-style-type: none">CouncilMayoral committeeManagementFinanceCorporate ServicesPublic SafetyCommunity and HealthEngineering Portfolio CommitteesLGNCIDP forumsLLFTraining CommitteeSteering committee for PMS <table><tr><td>Number and cost to employer of all typing pool personnel:</td><td></td><td></td></tr><tr><td>Professional (Managerial/Specialist)</td><td>1</td><td></td></tr><tr><td>Field (Supervisory)</td><td>2</td><td></td></tr><tr><td>Office (Clerical/Administrative)</td><td>6</td><td></td></tr><tr><td>Temporary</td><td>0</td><td></td></tr><tr><td>Contract</td><td>0</td><td></td></tr><tr><td>General Workers</td><td>25</td><td></td></tr></table>			Number and cost to employer of all typing pool personnel:			Professional (Managerial/Specialist)	1		Field (Supervisory)	2		Office (Clerical/Administrative)	6		Temporary	0		Contract	0		General Workers	25	
Number and cost to employer of all typing pool personnel:																								
Professional (Managerial/Specialist)	1																							
Field (Supervisory)	2																							
Office (Clerical/Administrative)	6																							
Temporary	0																							
Contract	0																							
General Workers	25																							
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	Current	Target																					
Establish/reaffirm a clear mandate and planning process all Stakeholders	Implement Integrated electronic fax for organizational incoming faxing	100%	100%																					

5.4.2.6 - Detail Information

Function: Msukaligwa Municipality
Sub: Corporate Services
Sub Function: Local Economic Development

Reporting Level	Detail		Total										
Overview:	Includes all activities associated with economic development initiatives.												
Analysis of the Function:	<p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> To market the municipality and its services globally To create a conducive environment which will promote local economic development To market the municipality to all potential investors To implement a realistic and applicable LED Strategy The sustainability of the operation of LED Forum <p>The key issues for 2007/08 are:</p> <ul style="list-style-type: none"> Giving support to SMME's Resuscitation of poverty alleviation projects Development of LED Strategy Facilitation of workshops <p>Numbers and costs to the employer of all LED Staff:</p> <table><tr><td> Zwane, Bongani Pius</td><td>1</td><td></td></tr><tr><td> Phakathi, Carrotte Sipiwe</td><td>1</td><td></td></tr><tr><td>Total Costs:</td><td></td><td>538 266.23</td></tr></table>		 Zwane, Bongani Pius	1		 Phakathi, Carrotte Sipiwe	1		Total Costs:		538 266.23		
 Zwane, Bongani Pius	1												
 Phakathi, Carrotte Sipiwe	1												
Total Costs:		538 266.23											
Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance		Current	Target									
Development Of LED Strategy	Appointment of consultant, first and second perspective submitted.		50%	100%									